

SECRET

27 AUG 1969

Mr. Bannerman via [REDACTED] and Mr. Coffey

25X1A

Attached is the mid-1969 quarterly report by the Records Management Board for your review and forwarding to Col. White.

The records purge is now one year old, having been announced by Col. White at the meeting of Deputies on 11 July 1968. This report and its attachments cites the 5,000 cu. ft. purged this quarter but details the progress of the year and its 18,000 cu. ft. total. Further it indicates the new deposits of almost 14,000 feet left a net space gain of 4,000 feet for the year.

Activities other than purging that impact on the storage problem are reported. Several new Microfilming studies are underway. No new proposals are included as the Board was awaiting response to their earlier recommendations.

I suggest the report be forwarded and that recent exchanges on the subject make necessary little more than a brief transmittal.

25X1A
[REDACTED]

Attachment:

DDS/SSS/RAB/ [REDACTED] 25X1A pr (22 August 1969)

Distribution:

- Orig. & 1 - Addressee
- 1 - SSS Subject
- 1 - SSS Chrono
- ✓ 1 - RAB

SECRET

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
<input type="checkbox"/>	UNCLASSIFIED	<input checked="" type="checkbox"/>	CONFIDENTIAL
<input type="checkbox"/>		<input type="checkbox"/>	SECRET
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	25X1A [REDACTED]		
2			
3			
4			
5			
6			
<input type="checkbox"/>	ACTION	<input type="checkbox"/>	DIRECT REPLY
<input type="checkbox"/>	APPROVAL	<input type="checkbox"/>	DISPATCH
<input type="checkbox"/>	COMMENT	<input type="checkbox"/>	FILE
<input type="checkbox"/>	CONCURRENCE	<input type="checkbox"/>	INFORMATION
<input type="checkbox"/>		<input type="checkbox"/>	PREPARE REPLY
<input type="checkbox"/>		<input type="checkbox"/>	RECOMMENDATION
<input type="checkbox"/>		<input type="checkbox"/>	RETURN
<input type="checkbox"/>		<input type="checkbox"/>	SIGNATURE
Remarks: Here is the completed package on the Board's report. This includes copies for all and your transmittal note plus one for DDS to Col. White. Concerning your question on the Records Center's 2,737 foot contribution. We could not separate "exclusive" purge action from scheduled actions frequently neglected in the past. So all disposal this year is purge action. Then after all Directorates reported we still had an unclaimed balance purged. So we found this usually resulted from increased Records Center purge actions such as repackaging, sorting, relocating, etc., so we credited them too. FOLD HERE TO RETURN TO SENDER			
NAME, ADDRESS AND PHONE NO.		DATE	
[REDACTED]		22 Aug 69	
<input type="checkbox"/>	UNCLASSIFIED	<input checked="" type="checkbox"/>	CONFIDENTIAL
<input type="checkbox"/>		<input type="checkbox"/>	SECRET

25X1A

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM					
UNCLASSIFIED		CONFIDENTIAL		SECRET	
OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	Col. White				
2					
3					
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<p>Remarks: The attached Records Management Board quarterly report shows another 5,000 cu. ft. purged. You announced the purge at the Deputies' meeting of 11 July 1968, and so the Board's report details the year's total purge of 18,000 cu. ft. and a net gain of 4,000 cu. ft. of space. Other activities are reported.</p> <p>We have started the papers for the Army engineering survey on the feasibility of shelving [REDACTED]. A team from Security, Logistics, and Records is to study possible storage facilities at [REDACTED] during September. The Board members are studying microfilming. [REDACTED] has completed a three-month study of the Records program and we are working on his recommendations too.</p>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
R. L. Bannerman					
UNCLASSIFIED		CONFIDENTIAL		SECRET	

FORM NO.
1-67

237

Use previous editions

GPO : 1968 O - 297-542

(40)

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

allack out